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April 2000 - Staff Meeting Minutes

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Department of Agricultural Leadership, Education and Communication
Staff Meeting Minutes
Friday, April 28, 2000
1:30-3:30 PM – 311 Ag Hall

Present: Barbuto, Barrett, Bell, James, King, Moody, Parsons, Russell, Schauer

Guest: Marsha Torr

Russell called the meeting to order.

Marsha Torr, Vice Chancellor for Research, joined the group. Introductions were made and faculty and staff described their areas of expertise. Torr talked about President Clinton's budget for 2001 in which he is asking for across-the-board increases in research and development. This new money means new opportunities. The federal budget has to be passed by Congress but since this is an election year, Torr thinks most of Clinton's proposals will pass. Faculty should watch for RFPs in September or October and submit proposals to the National Science Foundation and Department of Education. Check out their webpages. Also, faculty could be checking with foundations to see what they have to offer. Faculty are encouraged to attend grant writing workshops that are offered through Dr. Torr's office by Don Helmuth. There are full-time and part-time grant writers available in Torr's office to help faculty. Their availability may be limited at times. Booklets on how to prepare to submit a proposal will be sent to all faculty in June.

Action Items

A motion was made by Bell and seconded by Barbuto to approve the minutes of the March 24, 2000 staff meeting. Correction of the date was noted. Motion passed and the minutes were approved as corrected.

The revised AgLEC "Guidelines for Operation" were discussed. A new paragraph will be inserted on page 3 regarding Teaching Portfolio Evaluation guidelines. Discussion. Motion passed.

Peer performance was discussed. What is the purpose of the teaching portfolios, performance appraisal or development? This will be discussed further at the Fall Faculty Retreat.

Parsons reported that the P&T Committee has reviewed the resumes of Kris Baack, Marilyn Bugenhagen, and Diane Podolske. They voted to recommend them for courtesy appointments in AgLEC. Parsons made the motion and Barbuto seconded. Discussion. Motion passed unanimously.

Russell asked for volunteers to help plan the Fall Faculty Retreat. Barbuto, Bell, and James volunteered to assist Fritz with the planning.

Discussion Items

Russell reported that Dann Husmann has verbally accepted the Ag Education assistant professor position. His proposed starting date is August 7, 2000.

Russell and Fritz met with Don Edwards to discuss the funding of an Ag Journalism faculty position. Currently, there is an uncertain budget situation in IANR and CASNR. The budget will be clearer by September but Edwards will no longer be Dean of CASNR then. Resources are needed in AgLEC to make the Ag Journalism major work.

The CASNR Curriculum Committee met on April 21 and tabled the proposal for the Ag Leadership major. AgLEC needs to address their concerns and resubmit it for the May meeting. The CASNR Curriculum Committee would like to have specific kinds of career paths identified for this major. Students will be required to complete a minor in some additional speciality area in CASNR.

Russell reported for Wilhite that the Outreach Committee recommends making the FFA and April Preview Open Houses an annual event. Instead of developing another videotape, the committee supports the group's decision to focus on developing a brochure for undergraduate recruitment and enhancing the web site as part of our graduate recruitment effort. Responsibility for the development of these projects will go to the Undergraduate and Graduate Committees. The Outreach Committee will continue to explore ways to strengthen outreach initiatives to meet the needs of our constituents.

Moody reported that work with undergraduate recruitment is continuing. A website, brochure, and PowerPoint presentation are all in development.

Barrett reported on graduate recruitment. Inquiries about graduate programs in AgLEC have greatly increased in the last year. We are currently admitting three per month in the graduate program. AgLEC will receive another \$1,000 to develop a graduate brochure.

Russell distributed copies of the budget report. The budgeted operating lines in teaching, research, and extension have been spent for this fiscal year. Some salary savings will need to be used to cover regular operating expenses, but there should be some available funds for year-end purchases. The exact amount is as yet unknown.

Other

Jolene Schauer and Jim King were recognized on March 31 as recipients of the Holling Family Awards for Teaching Excellence. Schauer received the Teaching Assistant Award for Teaching Excellence and King received the Junior Faculty Teaching Excellence Award. Jay Barbuto has received a Layman Award in the amount of \$7,500. Barrett reported that the Departments of Nutritional Science and Dietetics and AgLEC have approved a joint masters program. This proposal will be submitted to CASNR next in the approval process.

Meeting adjourned at 3:30 p.m.

Submitted by Betty James
May 22, 2000